



CITY OF ST. ALBERT ADMINISTRATIVE BACKGROUNDER

TITLE: CORPORATE Q4 REPORT

Administration is providing the attached document titled “2017 Q4 Corporate Report” for information at this time. As required by City Council Policy (C-CG-02 City of St. Albert Strategic Plan, C-CAO-01, City Manager Delegations), the report includes information on the advancement of the City of St. Albert Strategic Plan and the City’s financial position, as of December 31, 2017.

BACKGROUND:

The Corporate Quarterly Report provides updates on major projects approved in the Corporate Business Plan and Budget document or through a Council motion. These major projects are aligned with a specific goal and strategy under each of the Pillars of Sustainability in the City of St. Albert Strategic Plan.

Projects related to the City’s core service delivery are not included in the report. This streamlined and focused approach provides clearer communication to Council on priority projects related to the Strategic Plan. Administrative and core service delivery information is reported to Council through other avenues, such as the Report on the Environment, Report on Culture, Report on Recreation, Report on the Social Master Plan, etc. Administration also provides Council Members with a monthly Administrative Progress Report.

The 2017 Corporate Quarterly Report - Fourth Quarter consists of three parts:

1. Executive Summary - provides a highlight of key project accomplishments that move the City of St. Albert Strategic Plan forward and a link to the online StATRACKER dashboard.
2. City’s Strategic Plan Projects Status Update - includes progress update on 48 projects that link to the City’s Strategic Plan, and identifies the timeline, status and progress for each project.
3. Financial Summary - provides a quarterly update on the City’s financial position. Included in this section of the report are three charts each for municipal and utility capital projects, showing: budget vs. forecast, project progress and project schedule.

The online StATRACKER Performance Dashboard (<https://stalbert.ca/cosa/admin/statracker/>) provides updates on key performance indicators for the City where quarterly data is available. This tool is reviewed on a

regular basis and will continue to evolve as the City's performance measurement program matures.

Summary of Changes to the City's Strategic Plan Projects Status Update Report

In Quarter Three 2017, the following eight projects were completed and were therefore removed from the Quarter Four 2017 report:

- Fire Accreditation Project - The Report was accepted by the Commission and the department retains accredited status.
- Protection of Person's and Property Bylaw Review - On Sep 11, 2017, Council gave third and final reading to a new Protection of Persons and Property Bylaw.
- Shop Local Concept - 109 businesses participated and the hashtag #igotithere was used 510 time on various social media channels. Four prizes were given away.
- Growth Areas for Transit Service - First phase of growth area service plans have been completed.
- Schedule C Signage Review - Approved by Council September 5, 2017
- Transit Route Restructure – 2017 Transit Routes scheduled for restructure have been completed.
- Sedimentation and Erosion Control Project 2010-2021 – The plan has been updated and included in the 10-year Capital Plan.
- Transit Bylaw Update – The Bylaw was passed and signed on August 29, 2017.

The following eight projects were completed in Quarter Four 2017 and will be removed for the Quarter One 2018 report:

- Community Diversity and Inclusion Initiatives –Initiatives were completed in 2017 thanks to funding provided from the Alberta Human Rights Commission.
- Establish a Youth Council – 12 youth and young adults were appointed to the St. Albert Youth Council in November 2017.
- Homelessness Prevention Strategy in St. Albert and Sturgeon County - The St. Albert Coalition to End Homelessness hosted a Conversation Café with 50 attendees.
- Policing Committee – The committee has been formally established with the first meeting scheduled for January 2018.
- Capital Region Board Growth Plan Update – The Growth Plan update was approved in October 2017.
- Capital Region Board Transition – The Government of Alberta approved new regulations and membership for the board in October 2017.
- Facility Safety and Security – Access control options have been successfully installed.
- Election 2017 – The 2017 Municipal Election occurred in October 2017 with a final report scheduled to be completed in Quarter One 2018.

No new projects have been added in Quarter Four 2017.

Summary of the City's Financial Position as of December 31, 2017

The City of St. Albert continues to maintain a strong financial position. The 2017 year resulted in a preliminary surplus of \$4.1 million, subject to final audit. This is primarily due to:

- Vacancies throughout the organization.
- Decrease in snow removal and photo radar contract.
- Increase in permits issued.

Offset by:

- Decrease in photo radar and municipal enforcement fines.
- Increase in RCMP contract

Municipal

Operating:

- \$152.8 million in revenue recognized as of December 31, 2017, which is \$3.8 million below budget.
- \$148.7 million has been spent as of December 31, 2017, which is \$7.9 million below budget.
- A breakdown of significant variances by Division is found on page 5.

Capital:

- There are 183 municipal capital projects that have been ongoing and scheduled for 2017.
- To date, \$79.9 million has been spent out of a \$156 million cumulative budget. Many capital projects are multi-year in nature and may not be fully spent until near completion.

Utility

Operating:

- \$38 million revenue recognized as of December 31, 2017, which is \$1.8 million below budget.
- \$38 million has been spent as of December 31, 2017, which is \$1.8 million below budget.
- A breakdown of significant variances by Division is found on page 10.

Capital:

- There is a total of 51 utility capital projects for 2017.
- To date, \$43.1 million has been spent out of a \$107.5 million cumulative budget.

Investments

The City has \$184.7 million in cash and investments and earned \$3.5 million in investment income.

Reserves

The balance as of December 31, 2017 is \$128.4 million, with a year end uncommitted balance of \$83.0 million.

Debt

The City's outstanding debt as of December 31, 2017 is \$37.5 million, which is significantly lower than the municipal ceiling.

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